

**SUPERIOR CHARTER TOWNSHIP
REGULAR BOARD MEETING
SUPERIOR CHARTER TOWNSHIP HALL
3040 N. PROSPECT, YPSILANTI, MI 48198
SPECIAL MEETING, AUGUST 2, 2011
4:00 p.m.
AGENDA**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES

6. CITIZEN PARTICIPATION

7. REPORTS

8. COMMUNICATIONS

9. UNFINISHED BUSINESS

10. NEW BUSINESS
 - a. Hire Firefighter
 - b. Resolution 2011-11, A Resolution Recognizing the Retirement of Donald Sanford and His Honorable Service with the Superior Township Fire Department

11. PAYMENT OF BILLS

12. PLEAS AND PETITIONS

13. ADJOURNMENT

David Phillips, Clerk

3040 N. Prospect, Ypsilanti, MI 48198

734-482-6099

MEMORANDUM

TO: Superior Township Board of Trustees

From: James D. Roberts, Fire Chief

Date: August 1, 2011

Subject: Fire Department Hiring Process

Earlier this year, we received a request from Fire Fighter Donny Sanford to retire after 25 years of service on August 15, 2011. We began the hiring process by developing a job description that would most fit what would be expected from a new fire fighter and posted the description and application in the Michigan Chronicle, Ypsilanti Courier, and all Washtenaw County and Southeastern Michigan fire departments. Our target was career fire fighters with one to two years of service, laid off or about to be laid off. We received 176 applicants. Numerous applicants closely met our targeted qualifications.

Each application was closely reviewed by me and scored according to what experience and closeness of the job we were offering. We came up with 14 applicants and set up an initial interview with each so as to explain concisely what the position would entail, where they would work, and what would be expected of them. We also explained they would be working by themselves most of the time other than when they would respond with the other two person station to the scene of an emergency.

Thirteen applicants took the written exam on July 13, 2011 and all were invited back on July 21, 2011 to submit to an oral interview process whereby five personnel quizzed each applicant with 12-15 questions concerning the position and a thorough explanation of what they had to offer.

We considered their length of service within the fire department, how many responses they made involving fires and emergency medical situations and most of all, if they worked in a single station concept that required an extreme amount of proficiency regarding use of and driving an engine.

Fire fighter Tim Gonzales demonstrated a very level headed approach to all of the situations we presented to him, readily answered all of our somewhat complicated questions. He showed that working in a depressed area of Jackson City that responded to hundreds of fires and thousands of EMS calls sharpened his skill level to exactly what we were looking for.

I have since spoken with two fire fighters that work daily with him, two fire chiefs, and his shift station Captain that hired him and worked with him daily. Everyone stated that it was unfortunate they were losing him only due to the severe economic time Jackson City is experiencing and urged that we hire him.

He has passed his psychological, background, physical and drug test and I recommend that he be hired by Superior Township as our new fire fighter.

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN
RESOLUTION 2011-11**

**A RESOLUTION RECOGNIZING THE RETIREMENT OF DONALD SANFORD AND HIS
YEARS OF HONORABLE SERVICE WITH THE SUPERIOR TOWNSHIP FIRE
DEPARTMENT**

WHEREAS, on July 26, 1986, Don Sanford began his career as firefighter with the Superior Township Fire Department; and,

WHEREAS, Don Sanford has observed and help to facilitate the transition of the Superior Township Fire Department from a small fire department with limited staff and equipment to a modern, well-equipped, full-time fire department that provides coverage to the community 24 hours a day, 365 days a year; and,

WHEREAS, while employed as a Superior Township Firefighter, Don Sanford has helped to protect the lives and property of Superior Township citizens by responding to thousands of requests for service where he has assisted with saving lives, assisting injured persons, fighting fires and saving property from destruction; and,

WHEREAS, Don Sanford has applied his skills as a mechanic to Superior Township Fire Department's equipment and apparatus to help keep them in top operational condition and has resulted in significant cost savings to the Fire Department; and,

WHEREAS, Don Sanford has earned the respect and admiration of his fellow firefighters for his dedication, professionalism and hard work; and,

NOW THEREFORE, BE IT RESOLVED that the Superior Township Board of Trustees recognizes the over twenty-five years of firefighter service Don Sanford has dedicated to the Superior Township Fire Department and the community of Superior Township; and,

BE IT FURTHER RESOLVED that the Superior Township Board of Trustees takes great pleasure in congratulating Don Sanford on this retirement from the Superior Township Fire Department and herewith expresses its sincere gratitude for the invaluable contributions Don Sanford has made to the Superior Township Fire Department and the community of Superior Township.

BE IT FUTHER RESOLVED that this resolution will be recorded in the permanent minutes of the Superior Township Board of Trustees and that copies will be sent to Firefighter Don Sanford to share with his family.

William McFarlane

Dave Phillips

Brenda McKinney

Nancy Caviston

Rodrick Green

Lisa Lewis

Alex Williams